



**Joint Operating Committee
Meeting Agenda**
Thursday, February 26, 2015
8500 Oliver Road, Erie, PA 16509

**Work Session
6:00 p.m.**

ECVTS Foundation Meeting

Discussion regarding HVAC Freeze-up

**Regular Meeting
7:00 p.m.**

1. Call to Order

- A. Moment of Reflection
- B. Pledge of Allegiance
- C. Roll Call

Foyle, Ogden, Hughes, Bucksbee, Lutz, Rial, DiPlacido, Rodgers, Black, Gourley, Duda

2. Meeting Minutes

- A. [Motion to accept the minutes of the January 22, 2015 meeting as presented](#)

3. Guest and Public Comment – Items Related to the Agenda

4. Correspondence

5. Business

- A. [Business Manager's Report](#) — Terri Birchard
- B. Motion to approve the following reports, transfers, payments and invoices, as presented:
 - 1. Revenue and Expenditure Reports: January 2015
 - a) [General Fund](#)
 - b) [Food Service Fund](#)
 - c) [Capital Projects Fund](#)
 - d) [Student Activities Report](#)
 - 2. Checks and Invoices
 - a) General Fund Checks, Wire Transfers and Invoices:
 - 1) Checks and Wire Transfers: [\\$228,714.61](#)
 - 2) Invoices Payable: [\\$127,140.00](#)
 - b) Food Service Fund Checks and Invoices:
 - 1) Checks and Wire Transfers: [\\$2,977.00](#)
 - 2) Invoices Payable: [\\$1,740.86](#)
 - c) Capital Projects Fund Checks and Invoices: None
 - d) Student Activity Fund Checks and Invoices: [\\$1,125.00](#)

3. VISA Procurement Card Payment – January 2015: \$33,619.32
4. Treasurer's Report - January 2015

6. Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
 1. Motion to accept the resignation of Tabitha Frawley, Technology Technician, effective February 27, 2015
 2. Motion to grant regular employment status to Bruce Marzka effective January 29, 2015 at \$16.54 per hour
 3. Motion to approve the extension of Uncompensated Leave of Absence for Jessica Fenner for the remainder of the 2014-2015 school year
 4. Motion to accept the resignation of Christine Mysnyk effective March 6, 2015

7. Operations

- A. Administrative Reports
 1. Superintendent Report — Karen Downie, Northwestern School District
 2. Director Report — Aldo Jackson
 3. Solicitor Report — Timothy Sennett
 4. Principal Report — Joe Tarasovitch
 5. Facilities Report — Del VonVolkenburg
 6. Technology Report — Jeff Smith
 7. Instructional Support Services Report — Jan Kennerknecht and Pat Holland
- B. Staff Travel >400 miles (Policies 331, 431, 531) —
- C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,) —
 1. Field Trip Request – Hershey Lodge; SkillsUSA State Competition; 4/7 – 4/10/2015
 2. Other Transportation Request – Ambassador Hotel and Hilton Garden Inn; ECTS Admissions office; transporting prospective students for a recruiting session for the Tourism and Hospitality Management Program; 3/25/15
 3. Field Trip Request – Brevillier Village; Transition Center; March 11, 2015
 4. Field Trip Request – Printing Concepts and Erie Zoo; Graphic Arts and Art Design; May 12, 2015
 5. Fund Raising Request – Early Childhood Education; March of Dimes; March to May 2015
- D. Facility Use Requests — Profit Making Organizations (Policy 707) — none

E. Other Operations

1. Motion to approve the 2015-2016 School Calendar as presented

8. Other Business

A. Board Action Items

9. Supplemental Reports & Information

A. JOC Member Attendance Report

B. Secondary Program Enrollment Report

C. Transition Center & Career Alternative Education Enrollment Report

D. Disabled Population by District

E. Disabled Population by Program

F. Process Writing

G. Business Contacts Report – Elaine Shaffer

H. Work Experience Report – Elaine Shaffer

I. Admissions Coordinator Report – Lisa Sorenson

J. Career Planning Coordinator Report – Remle Moyak

K. 2nd Quarter Distinguished Student, Honor Roll and Perfect Attendance Report

L. Statement of Financial Interests - Due by May 1, 2015

M. Electronic Statement of Financial Interests

N. 2015 CTC Directors Salary Survey Report

O. District Contributions-Per-Pupil Comparison

P. Capital Projects Fund – Purchase Review Report

Q. **Next meeting: Thursday, March 26, 2015**

10. Guest and Public Comment – Open to General Matters

11. Adjournment